

**CITY OF PLEASANT HILL**  
**INDEPENDENT AUDITOR'S REPORTS**  
**BASIC FINANCIAL STATEMENTS**  
**AND SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF FINDINGS**

**June 30, 2008**

# CITY OF PLEASANT HILL

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## CITY OF PLEASANT HILL

### OFFICIALS

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
(Before January 2008)		
Phil Hildebrand . . . . .	Mayor . . . . .	Dec 2009
Joe Rivas . . . . .	Mayor pro tem . . . . .	Dec 2007
Jason Dively . . . . .	Council Member . . . . .	Dec 2009
Martha Miller . . . . .	Council Member . . . . .	Dec 2009
Joe Rivas . . . . .	Council Member . . . . .	Dec 2007
Mark Langarud . . . . .	Council Member . . (Resigned Nov 13, 2007) . .	Dec 2007
Gay Wilson . . . . .	Council Member . . . . .	Dec 2007
Bill Lack . . . . .	Council Member . . (Beginning Nov 13, 2007) . .	Dec 2007
Bob Fagen . . . . .	City Manager (Resigned effective Sept 8, 2007)	
Donald Sandor . . . . .	City Manager (Effective Dec 3, 2007)	
Joni Haag . . . . .	City Clerk	
Edwin Skinner . . . . .	Attorney . . . . .	Indefinite
(After January 2008)		
Phil Hildebrand . . . . .	Mayor . . . . .	Dec 2009
Martha Miller . . . . .	Mayor pro tem . . . . .	Dec 2009
Jason Dively . . . . .	Council Member . . . . .	Dec 2009
Martha Miller . . . . .	Council Member . . . . .	Dec 2009
Raian Hanson . . . . .	Council Member . . . . .	Dec 2011
Bill Lack . . . . .	Council Member . . . . .	Dec 2011
Leonard Murray . . . . .	Council Member . . . . .	Dec 2011
Donald Sandor . . . . .	City Manager	
Joni Haag . . . . .	City Clerk	
Edwin Skinner . . . . .	Attorney . . . . .	Indefinite



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CERTIFIED PUBLIC ACCOUNTANTS

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(515)-223-4841

FAX: (515)-223-0851

## INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and  
Members of the City Council:

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Pleasant Hill, Iowa as of and for the year ended June 30, 2008, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City of Pleasant Hill's management. Our responsibility is to express an opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As described in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Pleasant Hill as of June 30, 2008, and the respective changes in cash basis financial position for the year then ended in conformity with the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our reports dated October 10, 2008 on our consideration of the City of Pleasant Hill's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Management's Discussion and Analysis and budgetary comparison information on pages 5 through 10 and 28 through 29 are not required parts of the basic financial statements, but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. We did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Pleasant Hill's basic financial statements. We previously audited, in accordance with the standards referred to in the second paragraph of this report, the financial statements for the three years ended June 30, 2007 (none of which are presented herein) and expressed unqualified opinions on those financial statements which were prepared in conformity with an other comprehensive basis of accounting. Other supplementary information included in Schedules 1 through 4, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in our audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Martens & Company, CPA, LLP*

West Des Moines, Iowa  
October 10, 2008

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

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The City of Pleasant Hill provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2008. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

### **2008 FINANCIAL HIGHLIGHTS**

- The City's governmental funds' receipts increased 27%, or approximately \$2,600,000, from fiscal year 2007 (FY07). Property tax increased approximately \$753,000 due to increased tax increment financing collections. Bond and note proceeds increased \$2,349,000.
- City program disbursements increased 32%, or approximately \$2,883,000, from FY07. Public safety, general government, community and economic development, debt service and capital projects expense increased approximately \$175,000, \$379,000, \$82,000, \$604,000 and \$1,761,000, respectively. Public works and culture and recreation decreased \$85,000 and \$27,000, respectively.
- The City's total cash basis net assets at June 30, 2008 increased approximately 9% or approximately \$541,000 from June 30, 2007. Of this amount, the City's governmental activities cash basis net assets at June 30, 2008 increased approximately 7%, or approximately \$354,000, from June 30, 2007 and the assets of the business-type activities increased approximately \$187,000.

### **USING THIS ANNUAL REPORT**

The annual report consists of a series of financial statements as well as other requirements as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the government's financial activities.

The Government-wide Financial Statement consists of a statement of activities and net assets. This statement provides information about the activities of the City as a whole and presents an overall view of the City's finances.

The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund financial statements report the City's operations in more detail than the government-wide statements by providing information about the most significant funds.

Notes to the Financial Statements provide additional information that is essential to a full understanding of the data provided in the basic financial statements.

Required Supplementary Information further explains and supports the financial statements with a comparison of the City's budget for the year.

Other supplementary information provides detail information about the nonmajor governmental funds.

## **Basis of Accounting**

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

## **REPORTING THE CITY'S FINANCIAL ACTIVITIES**

### *Government-wide Financial Statement*

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Activities and Net Assets reports information which helps answer this question.

The Statement of Activities and Net Assets presents the City's net assets. Over time, increases or decreases in the City's net assets may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities and Net Assets is divided into two kinds of activities:

- Governmental Activities include public safety, public works, culture and recreation, community and economic development, general government, debt service and capital projects. Property and other taxes finance most of these activities.
- Business Type Activities include the waterworks, the sanitary sewer and solid waste systems. These activities are financed primarily by user charges.

### *Fund Financial Statements*

The City has two kinds of funds:

1) Governmental funds account for most of the City's basic services. They focus on how money flows into and out of the funds and the balances at year-end that are available for spending. Governmental funds include: 1) the General Fund, 2) the Special Revenue Funds such as Road Use Tax and Urban Renewal Tax Increment, 3) the Debt Service Fund 4) the Capital Projects Fund and 5) the Permanent Fund. The governmental fund financial statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statements for governmental funds include a statement of cash receipts, disbursements and changes in cash balances.

2) Proprietary funds account for the City's Enterprise Funds and for the Internal Service Fund. Enterprise Funds are used to report the same functions presented as business-type activities. The City maintains three Enterprise Funds to provide separate information for the water, and sewer funds, considered to be major funds of the City and the Solid Waste Fund. Internal Service Funds are an accounting device used to accumulate and allocate costs internally among the City's various functions.

The required financial statements for proprietary funds include a statement of cash receipts, disbursements and changes in cash balances.

Reconciliations between the government-wide statements and the fund financial statements follow the fund financial statements.

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

#### Government Activities

Net assets may serve over time as a useful indicator of financial position. The City's cash balance for governmental activities increased from a year ago from \$4.88 million to \$5.23 million. The analysis that follows focuses on the changes in cash balances.

Changes in Cash Basis Net Assets of Governmental Activities (Expressed in Thousands)		
	<u>Year ended June 30,</u>	
	<u>2008</u>	<u>2007</u>
Receipts and transfers:		
Program receipts:		
Charges for service	\$ 941	\$ 644
Operating grants, contributions and restricted interest	829	830
Capital grants, contributions and restricted interest	740	1,198
General receipts:		
Property tax	5,860	5,107
Hotel motel tax	108	80
Other tax	939	948
Grants and contributions not restricted to specific purposes	-	20
Unrestricted investment earnings	32	61
Bond and note proceeds	2,500	151
Other general receipts	159	461
Transfers, net	<u>75</u>	<u>50</u>
Total receipts and transfers	<u>12,183</u>	<u>9,550</u>
Disbursements:		
Public safety	1,993	1,818
Public works	845	930
Health and social services	-	6
Culture and recreation	558	585
Community and economic development	781	699
General government	1,017	638
Debt service	2,172	1,568
Capital projects	<u>4,463</u>	<u>2,702</u>
Total disbursements	<u>11,829</u>	<u>8,946</u>
Change in cash basis net assets	354	604
Cash basis net assets beginning of year	<u>4,876</u>	<u>4,272</u>
Cash basis net assets end of year	<u>\$ 5,230</u>	<u>\$ 4,876</u>

The City's total receipts for governmental activities increased by 27 percent (\$2,600,000). The total cost of all programs and services increased by approximately \$2,883,000 or 32 percent due to increased debt service payments and increased capital project expenditures including payment to the county on the NE 56th Street project this year. Receipts increased due to increased TIF taxes received and a new bond issue during the year ended June 30, 2008.



Based on increases in the total assessed valuation and expanded tax increment finance districts, property tax receipts are budgeted to increase by an additional \$119,000 next year.

The cost of all governmental activities this year was \$11.8 million compared to \$8.9 million last year. However, as shown in the statement of activities and net assets on page 11, the amount that our taxpayers ultimately financed for these activities through City taxes was only \$9.319 million because some of the cost was paid by those directly benefitted from the programs (\$941,000) or by other governments and organizations that subsidized certain programs with grants and contributions (\$1,568,000). Overall, the City's governmental program receipts, including intergovernmental aid and fees for service, decreased in 2008 from approximately \$2,672,000 to approximately \$2,509,000, principally due to a decrease in capital grants, contributions and restricted interest. The City paid for the remaining public benefit portion of governmental activities with approximately \$6,907,000 in tax (some of which could only be used for certain programs) with cash reserves and with other receipts, such as interest, general entitlements and a new bond issue.

### Business Type Activities

Changes in Cash Basis Net Assets of Business-Type Activities (Expressed in Thousands)		
	Year ended June 30,	
	2008	2007
Receipts:		
Program receipts:		
Charges for service and sales:		
Water	\$ 268	\$ 205
Sewer	1,091	1,129
Solid waste	331	292
General receipts:		
Other general receipts	30	31
Total receipts	<u>1,720</u>	<u>1,657</u>
Disbursements:		
Water	239	220
Sewer	897	848
Solid waste	322	269
Transfers	75	50
Total disbursements and transfers	<u>1,533</u>	<u>1,387</u>
Change in cash basis net assets	187	270
Cash basis net assets beginning of year	<u>1,092</u>	<u>822</u>
Cash basis net assets end of year	<u>\$ 1,279</u>	<u>\$ 1,092</u>

Total business-type activities receipts for the fiscal year were \$1.720 million compared to \$1.657 million last year. This increase was due primarily to the increased water fees received from Des Moines Water Works. The cash balance increased by approximately \$187,000 from the prior year. Total disbursements for the fiscal year increased by approximately 9 percent to a total of \$1.458 million due to increased amounts paid to the Des Moines Wastewater Reclamation Authority.

## **INDIVIDUAL MAJOR GOVERNMENTAL FUND ANALYSIS**

As the City of Pleasant Hill completed the year, its governmental funds reported a combined fund balance of \$4,987,000, an increase of more than \$433,000 above last year's total of \$4,554,000. The following are the major reasons for the changes in cash balances from the prior year for the City's major funds.

### **Governmental Funds**

- The General Fund is the chief operating fund of the City. At the end of the current fiscal year, the cash balance of the General Fund was \$884,642, a decrease of \$298,651 from the prior year. Most of this decrease was due to increased disbursements for public safety and increased legal and professional fees related to staff changes and legal settlements.
- The Urban Renewal Tax Increment Fund was established to account for major urban renewal projects within the City's TIF districts. At the end of the fiscal year, the cash balance was \$1,469,627, an increase of \$406,723 from the previous year. The increase was the result of increased TIF taxes collected in the current fiscal year. Any TIF debt will be paid off with incremental property taxes generated from the increased taxable valuation in the district.
- The Debt Service Fund cash balance increased by \$108,778 to \$135,845. Bond principal and interest payments increased by approximately \$598,000. The cash balance increased due to transfers from TIF funds to pay TIF related debt.
- The Capital Projects Fund was established to account for all resources used in the acquisition and construction of capital facilities with the exception of those that are financed through Enterprise Funds. At the end of the fiscal year, the cash balance was \$2,154,231, an increase of approximately \$246,000 from the prior year due to the City issuing new bonds and projects still to be completed.

### **Individual Major Business Type Fund Analysis**

- The cash balance of the Sewer Fund increased by \$161,256 to \$829,391 due primarily to increased sewer charges.
- The cash balance of the Water Fund increased by \$15,103 to \$357,716 due primarily to Des Moines Water Works funding from the prior year received in the current year.

## **BUDGETARY HIGHLIGHTS**

In accordance with the Code of Iowa, the City Council annually adopts a budget following required public notice and hearings for all funds. Although the budget document presents functional disbursements by fund, the legal level of control is at the aggregated function level, not at the fund or fund type level. The budget may be amended during the year utilizing similar statutorily prescribed procedures. Over the course of the year, the City amended its operating budget once. The amendment was approved on May 13, 2008 to provide for additional expenditures in certain City departments. The City had sufficient cash balances to absorb these additional costs.

## **DEBT ADMINISTRATION**

At June 30, 2008, the City had \$10,090,000 in bonds and other long-term debt compared to \$9,356,000 last year as shown below.

Outstanding Debt at Year-End (Expressed in Thousands)		
	June 30,	
	2008	2007
General obligation bonds	\$ 10,090	\$ 9,205
General obligation note	-	151
Total	\$ 10,090	\$ 9,356

Debt increased as a result of the City's \$2.5 million bond issue in November, 2007.

The City does not have a general obligation bond rating. The Constitution of the State of Iowa limits the amount of general obligation debt that cities can issue to 5 percent of the assessed value of all taxable property within the City's corporate limits. The City's outstanding general obligation debt of \$10.09 million plus its tax increment financing rebate agreements of 3.02 million are below the City's \$42.5 million legal debt limit.

More detailed information about the City's long-term liabilities is presented in Notes 3, 4, 5 and 6 to the financial statements.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

The City's elected and appointed officials and citizens considered many factors when setting the 2009 fiscal year budget, tax rates, and fees that will be charged for various City activities. One of those factors is the economy. The City's population growth since the 2000 census is estimated at 55%. Unemployment in the county now stands at 3.6 percent. This compares with the state unemployment rate of 4.3 percent.

The U.S. Consumer Price Index (CPI) is a measure of the changes in retail prices of a fixed market grouping of consumer goods and services. The CPI-U for July 2007 was 208.30. For the 12 month period that ended in July, the CPI-U increased 2.40 percent.

These indicators were taken into account when adopting the budget for 2009. Property tax (benefitting from increases in valuation) and proceeds from the tax increment financing revenue are expected to increase. The City will use these to finance programs currently offered and to defray the costs of carrying out the City's continued economic development. Budgeted disbursements are expected to decrease by approximately \$3.6 million due to a decrease in capital projects.

If these estimates are realized, the City's budgeted cash balance is expected to decrease by approximately \$5.1 million by the close of fiscal year 2009 due to anticipated reduced borrowings on bond issues. Most of this is from projects carried over from the prior year.

## **CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Joni Haag, City Clerk, Pleasant Hill, Iowa 50327.

## **Basic Financial Statements**

CITY OF PLEASANT HILL

Statement of Activities and Net Assets - Cash Basis

As of and for the year ended June 30, 2008

	Disbursements	Program Receipts			Net (Disbursements)Receipts and Changes in Cash Basis Net Assets		
		Charges for Service and Sales	Operating Grants, Contributions and Restricted Interest	Capital Grants, Contributions and Restricted Interest	Governmental Activities	Business-Type Activities	Total
<b>Functions/Programs:</b>							
Governmental activities:							
Public safety	\$ 1,992,520	\$ 279,610	\$ 91,074	\$ -	\$ (1,621,836)	\$ -	\$(1,621,836)
Public works	844,568	-	601,557	-	(243,011)	-	(243,011)
Culture and recreation	557,622	32,205	86,765	-	(438,652)	-	(438,652)
Community and economic development	781,384	263,746	47,384	-	(470,254)	-	(470,254)
General government	1,017,405	365,518	2,013	-	(649,874)	-	(649,875)
Debt service	2,172,135	-	-	-	(2,172,135)	-	(2,172,134)
Capital projects	4,463,079	-	-	739,531	(3,723,548)	-	(3,723,548)
Total governmental activities	11,828,713	941,079	828,793	739,531	(9,319,310)	-	(9,319,310)
Business-type activities:							
Water	238,505	267,730	-	-	-	29,225	29,225
Sewer	897,111	1,091,317	-	-	-	194,206	194,206
Solid waste	322,353	330,758	-	-	-	8,405	8,405
Total business-type activities	1,457,969	1,689,805	-	-	-	231,836	231,836
Total	<u>\$13,286,682</u>	<u>\$2,630,884</u>	<u>\$ 828,793</u>	<u>\$ 739,531</u>	<u>(9,319,310)</u>	<u>231,836</u>	<u>(9,087,474)</u>
General receipts:							
Property and other city tax levied for:							
General purposes					1,646,377	-	1,646,377
Tax increment financing					3,630,261	-	3,630,261
Debt service					583,102	-	583,102
Hotel motel tax					108,320	-	108,320
Other tax					939,281	-	939,281
Grants and contributions not restricted to specific purpose					-	-	-
Unrestricted investment earnings					31,595	30,216	61,811
Bond proceeds					2,500,000	-	2,500,000
Miscellaneous					159,757	-	159,757
Sale of capital assets					50	-	50
Transfers					75,000	(75,000)	-
Total general receipts and transfers					9,673,743	(44,784)	9,628,959
Change in cash basis net assets					354,433	187,052	541,485
Cash basis net assets beginning of year					4,875,896	1,092,335	5,968,231
Cash basis net assets end of year					<u>\$ 5,230,329</u>	<u>\$ 1,279,387</u>	<u>\$ 6,509,716</u>
<b>Cash Basis Net 1Assets</b>							
Restricted:							
Streets					\$ 182,080	\$ -	\$ 182,080
Urban renewal purposes					1,469,627	-	1,469,627
Capital projects					2,154,231	-	2,154,231
Debt service					135,845	-	135,845
Other purposes					403,904	23,017	426,921
Unrestricted					884,642	1,256,370	2,141,012
Total cash basis net assets					<u>\$ 5,230,329</u>	<u>\$ 1,279,387</u>	<u>\$ 6,509,716</u>

See notes to financial statements.

CITY OF PLEASANT HILL

Statement of Cash Receipts, Disbursements and Changes in Cash Balances  
Governmental Funds

As of and for the year ended June 30, 2008

	Special Revenue				
	General	Urban Renewal Tax Increment	Debt Service	Capital Projects	Other Nonmajor Governmental Funds
					Total
Receipts:					
Property tax	\$ 1,426,020	\$ -	\$ 583,102	\$ -	\$ 2,229,478
Tax increment financing collections	-	3,630,261	-	-	3,630,261
Other City tax	807,762	-	173,995	-	1,084,431
Licenses and permits	168,778	-	-	-	168,778
Use of money and property	38,630	47,384	4,806	82,406	188,217
Intergovernmental	135,291	-	-	580,888	596,368
Charges for service	322,878	-	-	-	322,878
Special assessments	-	-	-	9,691	9,691
Miscellaneous	484,158	-	-	66,546	550,704
Total receipts	3,383,517	3,677,645	761,903	739,531	9,496,985
Disbursements:					
Operating:					
Public safety	1,745,604	-	-	-	1,745,604
Public works	128,861	-	-	-	761,155
Culture and recreation	557,622	-	-	-	557,622
Community and economic development	335,843	445,541	-	-	781,384
General government	1,017,405	-	-	-	1,017,405
Debt service	-	-	2,172,135	-	2,172,135
Capital projects	-	-	-	4,463,079	4,463,079
Total disbursements	3,785,335	445,541	2,172,135	4,463,079	11,498,384
Excess (deficiency) of receipts over (under) disbursements	(401,818)	3,232,104	(1,410,232)	(3,723,548)	(2,001,399)
Other financing sources (uses):					
Bond proceeds	-	-	-	2,500,000	2,500,000
Operating transfers in	331,167	-	1,519,009	1,469,372	3,319,548
Operating transfers out	(228,000)	(2,825,381)	-	-	(3,384,548)
Total other financing sources (uses)	103,167	(2,825,381)	1,519,009	3,969,372	2,435,000
Net change in cash balances	(298,651)	406,723	108,777	245,824	433,601
Cash balances beginning of year	1,183,293	1,062,904	27,068	1,908,407	4,553,773
Cash balances end of year	\$ 884,642	\$ 1,469,627	\$ 135,845	\$ 2,154,231	\$ 4,987,374
Cash Basis Fund Balances					
Reserved:					
Debt service	\$ -	\$ -	\$ 135,845	\$ -	\$ 135,845
Unreserved:					
General fund	884,642	-	-	-	884,642
Special revenue funds	-	1,469,627	-	-	1,760,270
Capital projects fund	-	-	-	2,154,231	2,154,231
Permanent fund	-	-	-	-	52,386
Total cash basis fund balances	\$ 884,642	\$ 1,469,627	\$ 135,845	\$ 2,154,231	\$ 4,987,374

See notes to financial statements.

## CITY OF PLEASANT HILL

Reconciliation of the Statement of Cash  
Receipts, Disbursements and Changes in Cash Balances  
to the Statement of Activities and Net Assets -  
*Governmental Funds*

As of and for the year ended June 30, 2008

**Total governmental funds cash balances (page 12)** \$ 4,987,374

***Amounts reported for governmental activities in the Statement of Activities  
and Net Assets are different because:***

The Internal Service Fund is used by management to charge the costs of partial self funding of the equipment replacement. The assets of the Internal Service Fund are included in governmental activities in the Statement of Net Assets.

242,955

**Cash basis net assets of governmental activities (page 11)**

\$ 5,230,329

**Net change in cash balances (page 12)**

433,601

***Amounts reported for governmental activities in the Statement of Activities  
and Net Assets are different because:***

The Internal Service Fund is used by management to charge the costs of equipment replacement to individual funds. The change on net assets of the Internal Service Fund is reported with governmental activities.

(79,168)

**Change in cash balance of governmental activities (page 11)**

\$ 354,433

See notes to financial statements.

## CITY OF PLEASANT HILL

Statement of Cash Receipts, Disbursements and Changes in Cash Balances  
*Proprietary Funds*

As of and for the year ended June 30, 2008

	Enterprise Funds				Internal Service Fund
	Nonmajor				
	Water	Sewer	Solid Waste	Total	Equipment Replacement
Operating receipts:					
Charges for service	\$ 241,485	\$1,079,416	\$ 328,258	\$1,649,159	\$ -
Use of money and property	26,235	-	-	26,235	-
Intergovernmental	-	-	-	-	66,375
Miscellaneous	10	11,901	2,500	14,411	38,592
Total operating receipts	267,730	1,091,317	330,758	1,689,805	104,967
Operating disbursements:					
Governmental activities:					
Public safety	-	-	-	-	246,916
Public works	-	-	-	-	83,413
Business-type activities	238,505	667,097	322,353	1,227,955	-
Total operating disbursements	238,505	667,097	322,353	1,227,955	330,329
Excess (deficiency) of operating receipts over (under) operating disbursements	29,225	424,220	8,405	461,850	(225,362)
Non-operating receipts (disbursements):					
Interest on investments	10,879	17,050	2,287	30,216	6,195
Debt service	-	(230,014)	-	(230,014)	-
Total non-operating receipts (disbursements)	10,879	(212,964)	2,287	(199,798)	6,195
Excess (deficiency) of receipts over (under) disbursements	40,104	211,256	10,692	262,052	(219,167)
Operating transfers in	-	-	-	-	140,000
Operating transfers out	(25,000)	(50,000)	-	(75,000)	-
Net change in cash balances	15,104	161,256	10,692	187,052	(79,167)
Cash balances beginning of year	342,612	668,135	81,588	1,092,335	322,122
Cash balances end of year	\$ 357,716	\$ 829,391	\$ 92,280	\$1,279,387	\$ 242,955
<b>Cash Basis Fund Balances</b>					
Reserved for meter deposits	\$ 23,017	\$ -	\$ -	\$ 23,017	\$ -
Unreserved	334,699	829,391	92,280	1,256,370	242,955
Total cash basis fund balances	\$ 357,716	\$ 829,391	\$ 92,280	\$1,279,387	\$ 242,955

See notes to financial statements.



## **CITY OF PLEASANT HILL**

### **Notes to Financial Statements**

June 30, 2008

#### **(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The City of Pleasant Hill is a political subdivision of the State of Iowa located in Polk County. It was incorporated in 1956 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a non-partisan basis. The City provides numerous services to citizens including public safety, public works, culture and recreation, community and economic development and general government services. The City also provides water and sewer utilities for its citizens.

##### **A. Reporting Entity**

For financial reporting purposes, the City of Pleasant Hill has included all funds, organizations, agencies, boards, commissions and authorities. The City has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the City. The City of Pleasant Hill has no component units which meet the Governmental Accounting Standards Board criteria.

##### **Joint Venture**

The City participates in the Des Moines Metropolitan Wastewater Reclamation Authority (WRA). The WRA, a joint venture, was developed as the result of an agreement between the City of Des Moines and surrounding municipalities. (See Note 4)

##### **Jointly Governed Organizations**

The City also participates in several jointly governed organizations that provide goods or services to the citizenry of the City but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. City officials are members of the following boards and commissions; Polk County Assessor's Conference Board, Polk County Emergency Management Commission, Polk County Joint E911 Service Board, Des Moines Area Metropolitan Planning Organization and Polk County Firefighters Association.

##### **B. Basis of Presentation**

Government-wide Financial Statements - The statement of activities and net assets reports information on all of the nonfiduciary activities of the City. For the most part, the effect of the interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for services.

## CITY OF PLEASANT HILL

### Notes to Financial Statements - Continued

June 30, 2008

#### (1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

##### B. Basis of Presentation - Continued

The statement of activities and net assets presents the City's nonfiduciary net assets. Net assets are reported in two categories:

*Restricted net assets* result when constraints placed on net asset use are either externally imposed or imposed by law through constitutional provisions or enabling legislation.

*Unrestricted net assets* consist of net assets that do not meet the definition of the preceding category. Unrestricted net assets often have constraints on resources imposed by management, which can be removed or modified.

The statement of activities and net assets demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants, contributions and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

Fund Financial Statements - Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as other nonmajor governmental funds.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs that are not paid from other funds.

##### Special Revenue:

The Urban Renewal Tax Increment Fund is used to account for urban renewal projects financed by tax increment financing.

The Debt Service Fund is utilized to account for the payment of interest and principal on the City's general long-term debt.

## **CITY OF PLEASANT HILL**

### **Notes to Financial Statements - Continued**

June 30, 2008

#### **(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

##### **B. Basis of Presentation - Continued**

The Capital Projects Fund is utilized to account for all resources used in the acquisition and construction of capital facilities with the exception of those that are financed through enterprise funds.

The City reports the following major proprietary funds:

The Water Fund accounts for the operation and maintenance of the City's water system.

The Sewer Fund accounts for the operation and maintenance of the City's waste water treatment and sanitary sewer system.

The City also reports the following additional proprietary fund:

An Internal Service Fund is utilized to account for the financing of goods or services purchased by one department of the City and provided to other departments or agencies on a cost reimbursement basis. This is composed of the equipment replacement fund. This proprietary fund is reported with governmental activities in the government wide statements.

##### **C. Measurement Focus and Basis of Accounting**

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants and general receipts. Thus, when program disbursements are paid, there are both restricted and unrestricted cash basis net assets available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants (I.A.) and then by general receipts.

Proprietary funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

## **CITY OF PLEASANT HILL**

### **Notes to Financial Statements - Continued**

June 30, 2008

#### **(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

##### **C. Measurement Focus and Basis of Accounting - Continued**

Enterprise funds apply all applicable GASB pronouncements as well as Financial Accounting Standards Board Statements and Interpretations, Accounting Principle Board Opinions and Accounting Research Bulletins issued on or before November 30, 1989 which do not conflict with or contradict GASB pronouncements and which apply to the comprehensive basis of accounting used.

##### **D. Budgets and Budgetary Accounting**

The budgetary comparison and related disclosures are reported as Required Supplementary Information. During the year ended June 30, 2008, disbursement did not exceed the amounts budgeted.

##### **E. Property Taxes**

All City property taxes must be certified to the Polk County Auditor on or before the fifteenth day of March of each year for the upcoming fiscal year which runs from July 1 to June 30. Property taxes are levied in June and attached as an enforceable lien on the property on July 1.

Property taxes levied for the year ending June 30, 2008, attached as an enforceable lien on July 1, 2007, with the first half installment being delinquent after September 30, 2007 and the second half installment being delinquent after March 31, 2008.

#### **(2) CASH AND POOLED INVESTMENTS**

The City's deposits in banks at June 30, 2008, were entirely covered by Federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

#### **(3) BONDS AND NOTES PAYABLE**

The following is a summary of the changes in the outstanding long-term debt of the City for the year ended June 30, 2008:

# CITY OF PLEASANT HILL

## Notes to Financial Statements - Continued

June 30, 2008

### (3) BONDS AND NOTES PAYABLE - CONTINUED

	Balance June 30, 2007	Issued	Redeemed	Balance June 30, 2008
Governmental Activities				
General obligation bonds	\$9,205,000	\$2,500,000	\$1,615,000	\$10,090,000
General obligation notes	151,000	-	151,000	-
	<u>\$9,356,000</u>	<u>\$2,500,000</u>	<u>\$1,766,000</u>	<u>\$10,090,000</u>

Annual debt service requirements to maturity for general obligation bonds and notes are as follows:

	General Obligation Bonds/Notes	
June 30,	Principal	Interest
2009	\$ 1,535,000	\$ 376,193
2010	1,490,000	320,870
2011	1,675,000	266,822
2012	1,695,000	205,193
2013	1,770,000	142,460
2014	950,000	75,620
2015	230,000	38,655
2016	235,000	28,955
2017	160,000	18,890
2018	170,000	13,130
2019	180,000	6,840
	<u>\$10,090,000</u>	<u>\$ 1,493,628</u>

Total debt repayments were \$1,766,000 and interest expense paid was \$402,035 for the year ended June 30, 2008. Interest rates on debt range from 2.85% to 5.80%.

#### Prior Years' Debt Defeasance

In prior years, the City has defeased various bond issues by creating separate irrevocable trust funds. New debt has been issued and the proceeds have been used to purchase U.S. government securities that were placed in the trust funds. The investments and fixed earnings from the investments are sufficient to fully service the defeased debt until the debt is called or matures. For financial reporting purposes, the debt has been considered defeased and therefore removed as a liability from the City's government-wide financial statements. As of June 30, 2008, the amount of defeased debt outstanding but removed from the General Long-Term Debt amounted to \$1,060,000.

Legacy Bank loaned the City \$151,000 on May 22, 2007 for the purpose of acquiring equipment for the fire, police, street and utility departments. The note was repaid in one payment on June 1, 2008. The note bore interest due semi-annually at 3.90%.

## **CITY OF PLEASANT HILL**

### **Notes to Financial Statements - Continued**

June 30, 2008

#### **(3) BONDS AND NOTES PAYABLE - CONTINUED**

The City has entered into a contract with the Southeast Polk School District for reimbursement of partial payment of the November, 2007 bond issue. The school district is paying for one-half of the cost on the Meacham Drive costs paid with the bond issue. Total amounts to be received from the school district were \$704,000 in bond principal and \$796,132 in bond interest. Payments are received by the City as principal and interest is due on the bonds. Balances due from the school district at June 30, 2008 were \$585,728 in bond principal and \$663,088 in bond interest.

##### Capital Lease

The City entered into a 28E agreement with several other metro cities and the Metro Waste Authority for the lease purchase of a metropolitan salt storage facility. The agreements call for each city to pay its proportionate share (approximately 2.0%) of said costs based on each city's allocated salt storage capacity. The cities cannot withdraw from the agreement before June 30, 2013. Withdrawal after June 30, 2013 causes the City to forfeit all rights, title, ownership and interest in the shared building. The City's total costs for the construction are not to exceed \$32,555. Amounts paid by the City for the construction of the building as of June 30, 2008 were \$0.

#### **(4) JOINT VENTURE AND COMMITMENTS**

The City is a participating community in the Des Moines Metropolitan Wastewater Reclamation Authority (WRA) joint venture. This joint venture provides primary and secondary treatment of sewer flows for the participating communities. The Amended and Restated Agreement for the Des Moines Metropolitan Wastewater Reclamation Authority (WRA) was effective on July 1, 2004. This agreement amended and restated the previous Integrated Community Area (I.C.A.) Agreement to provide continued operation, improvements and expansion. The WRA Agreement establishes the WRA as a separate legal entity with its own Board, creates an independent governance structure, establishes an independent bonding authority for the WRA and provides a framework for additional communities to participate.

Annually, the WRA establishes an allocation to all participating communities based on operations, maintenance, debt service and reserve requirements. Allocations are based on wastewater reclamation facility flows and are adjusted prospectively for differences in budgeted flows and actual flows.

The City of Pleasant Hill retains an ongoing financial responsibility to the WRA since it is obligated in some manner for the debts of the joint venture through the annual allocation. Although the debt of the WRA is to be paid solely and only from WRA revenues, the participating communities in the joint venture cannot withdraw from the joint venture while any of the bonds issued during the time the communities were a participating community are still outstanding. The WRA Sewer Revenue Bonds Series 2004A, 2004B and 2006 include provisions that place the WRA debt service requirements on the same parity and rank as other debts of the participating communities.

## **CITY OF PLEASANT HILL**

### **Notes to Financial Statements - Continued**

June 30, 2008

#### **(4) JOINT VENTURE AND COMMITMENTS - CONTINUED**

The WRA Agreement requires the debt service on the Series 2004A bonds to be allocated using the annual flow allocation to the participating communities based on the existing allocations of debt service under the prior I.C.A. agreement. The Series 2004A bonds had a balance of \$13,220,000 as of June 30, 2008. The City of Pleasant Hill has a commitment for approximately \$404,044, or 3.06%, for future principal payment requirements on that debt. The WRA Sewer Revenue Bonds Series 2004B, 2006 bonds and the 2008 State Revolving Loan Funds were issued for capital expansion. The WRA Agreement requires the debt service on these bonds to be allocated to the participating communities based on the WRA flows of the core communities and expansion communities of each calendar year. As of June 30, 2008, the Series 2004B bonds had a balance of \$64,695,000 and the City of Pleasant Hill's estimated future allocation based on the WRA flows is currently \$702,876, or 1.09%. As of June 30, 2008, the Series 2006 bonds had a balance of \$38,050,000 and the City of Pleasant Hill's estimated future allocation based on the WRA Flows is currently \$373,764 or 0.98%. As of June 30, 2008, the 2008 State Revolving Loans had a balance of \$14,414,583 and the City of Pleasant Hill's estimated future allocation based on the WRA flows is currently \$132,809 or 0.92%. The pre 2004 State Revolving Loans are to be paid by the participating communities based on the existing allocations under the prior I.C.A. agreement. As of June 30, 2008, the WRA had \$10,780,000 in outstanding pre 2004 State Revolving Loans, of which \$202,400 of future principal debt service is a commitment of the City of Pleasant Hill.

The WRA Agreement does not provide for the determination of an equity interest for the participating communities. Withdrawing from the joint venture is a forfeit of all reversionary interest and no compensation will be paid. Pursuant to the new agreement, the City's investment in the joint venture under the I.C.A. Agreement has been contributed to the new WRA organization. The City retains a reversionary interest percentage in the net assets of the WRA redeemable only in the event the WRA is dissolved. During the year ended June 30, 2008, the City paid the WRA \$458,884 for operations, maintenance, equipment replacements and debt service payments.

The WRA issues separate financial statements that may be obtained at 3000 Vandalia Road, Des Moines, Iowa 50317-1346.

#### **(5) DES MOINES WATER WORKS REVENUE BONDS**

The City entered into an agreement with the Des Moines Water Works to purchase capacity in the Des Moines Water Works water production and delivery systems. The City joined the Des Moines Water Works in the sale of water revenue bonds for this purpose. The water revenue bonds were issued May 15, 1997, and the City of Pleasant Hill's share of the debt issuance originally was \$1,920,000.

## **CITY OF PLEASANT HILL**

### **Notes to Financial Statements - Continued**

June 30, 2008

#### **(5) DES MOINES WATER WORKS REVENUE BONDS - CONTINUED**

On January 1, 2005, the City entered into a total service Chapter 28E agreement with the Des Moines Water Works. Under the agreement, the Des Moines Water Works will provide total water service to consumers located in the City service territory and combined billing services to the City's other utility enterprises. The City maintains ownership of its water utility assets except for customer meters. The Des Moines Water Works will pay the City ten semiannual payments of \$50,000 each beginning June 1, 2005. Beginning January 1, 2005, the City's obligation to reimburse the Des Moines Water Works for debt service incurred under the 1996 purchased capacity agreement shall be recovered by the Des Moines Water Works revenue from the residents of the City through City water rates, until the original debt is satisfied in full on December 2017. The City's obligation for debt service payments shall resume and continue until satisfied should this agreement be terminated prior to December 2017.

The City is contingently liable as of June 30, 2008, for \$1,280,000 in bond principal and \$375,627 in bond interest if the current agreement with Des Moines Water Works is terminated.

#### **(6) DEVELOPMENT AGREEMENTS**

The City has entered into various development agreements. These agreements call for the City to make economic development tax rebate payments each year out of incremental taxes received by the City. These arrangements run for 5 to 10 years. Payments totaling \$495,290 were made during the year ended June 30, 2008 under these agreements.

The outstanding balance of these development agreements was approximately \$3,020,300 at June 30, 2008. The obligations are considered a general obligation of the City for purposes of determining the City's debt limit.

#### **(7) PENSION AND RETIREMENT BENEFITS**

The City contributes to the Iowa Public Employees Retirement System (IPERS) which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by State statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, IA 50306-9117.

Most plan members are required to contribute 3.90% of their annual covered salary and the City is required to contribute 6.05% of annual covered payroll. Certain employees in special risk occupations and the City contribute an actuarially determined contribution rate. Contribution requirements are established by state statute. The City's contribution to IPERS for the years ended June 30, 2008, 2007 and 2006 were \$133,602, \$129,312 and \$115,208, respectively, equal to the required contributions for each year.



## CITY OF PLEASANT HILL

### Notes to Financial Statements - Continued

June 30, 2008

#### (7) PENSION AND RETIREMENT BENEFITS - CONTINUED

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457, as amended on August 20, 1996. The plan, available to all City employees, permits them to defer a portion of their salary until future years. The deferred compensation is held in trust for the exclusive benefit of participants (or their beneficiaries in the event of the participant's death) until termination, retirement, death, or an unforeseeable emergency. The City provides neither administrative service to the plan nor investment advice for the plan.

#### (8) COMPENSATED ABSENCES

City employees accumulate a limited amount of earned but unused vacation and compensatory time for subsequent use or for payment upon termination, retirement, or death. Employees who have accrued 30 days of sick leave may elect, only once during the month of July, to sell back, at fifty percent value, any days in excess of 30 days payable during the month of December. Employees who have accrued 30 days of sick may also elect, at any time, to transfer hours to a retirement fund, at one hundred percent value, any days in excess of 30 days. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned compensated absences payable to employees at June 30, 2008, primarily relating to the General Fund, is as follows:

Type of Benefit	Amount
Vacation	\$ 121,000
Sick leave	81,400
Compensatory time	32,700
Total	<u>\$ 235,100</u>

This liability has been computed based on rates of pay in effect at June 30, 2008.

#### (9) RELATED PARTY TRANSACTIONS

The City had business transactions between the City and City officials totaling \$2,426 during the year ended June 30, 2008.

#### (10) RISK MANAGEMENT

The City is a member in the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 563 include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, public officials liability, police professional liability, property, inland marine, and boiler/machinery. There have been no reductions in insurance coverage from prior years.

## CITY OF PLEASANT HILL

### Notes to Financial Statements - Continued

June 30, 2008

#### **(10) RISK MANAGEMENT - CONTINUED**

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual operating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses due and payable in the current year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained to equal 200 percent of the total current members' basis rates or to comply with the requirements of any applicable regulatory authority having jurisdiction over the Pool.

The Pool also provides property coverage. Members who elect such coverage make annual operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses and reinsurance premiums, all of which are due and payable in the current year, plus all or any portion of any deficiency in capital. Any year-end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year's member contributions.

The City's property and casualty contributions to the risk pool are recorded as disbursements from its operating funds at the time of payment to the risk pool. The City's contributions to the Pool for the year ended June 30, 2008 were \$86,649.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, police professional, and public officials' liability risks up to \$350,000 per claim. Claims exceeding \$350,000 are reinsured in an amount not to exceed \$2,650,000 per claim and \$10,000,000 in aggregate per year. For members requiring specific coverage from \$3,000,000 to \$10,000,000, such excess coverage is also reinsured. Property and automobile physical damage risks are retained by the Pool up to \$100,000 each occurrence, each location, with excess coverage reinsured on an individual-member basis.

The Pool's intergovernmental contract with its members provides that in the event a casualty claim or series of claims exceeds the amount of risk-sharing protection provided by the member's risk-sharing certificate, or in the event that a series of casualty claims exhausts total members' equity plus any reinsurance and any excess risk-sharing recoveries, then payment of such claims shall be the obligation of the respective individual member. As of June 30, 2008, settled claims have not exceeded the risk pool or reinsurance coverage since the Pool's inception.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days' prior written notice may withdraw from the Pool. Upon withdrawal, payments for all liability claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a liability claim was incurred or reported prior to the member's withdrawal. Members withdrawing within the first six years of membership may receive a partial refund of their capital contributions. If a member withdraws after the sixth year, the member is refunded 100 percent of its capital contributions. However, the refund is reduced by an amount equal to the annual casualty operating contribution which the withdrawing member would have made for the one-year period following withdrawal.

## CITY OF PLEASANT HILL

### Notes to Financial Statements - Continued

June 30, 2008

#### (10) RISK MANAGEMENT - CONTINUED

The City also carries commercial insurance purchased from other insurers for coverage associated with workmen's compensation insurance. The City assumes liability for any deductibles, and claims in excess of coverage limitations. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

#### (11) IOWA EVENTS CENTER

An agreement was entered into by the City and Polk County, Iowa to commit City funding for the financing of the construction of the Iowa Events Center Project in Des Moines. The City is to provide a grant of \$5,000 per year to be used by the County for the project. The grant is being advanced over 10 years with payments beginning the fiscal year ending June 30, 2004, subject to annual budget allocation and approval.

#### (12) INDUSTRIAL DEVELOPMENT REVENUE BONDS

The City has issued a total of \$6,625,000 of industrial development revenue bonds under the provisions of Chapter 419 of the Code of Iowa, of which \$4,868,022 is outstanding at June 30, 2008. The bonds and related interest are payable solely from the rents payable by tenants of the properties constructed, and the bond principal and interest do not constitute liabilities of the City.

#### (13) CONSTRUCTION CONTRACTS

The City has entered into various construction contracts totaling approximately \$2,429,000. The unpaid contract balances as of June 30, 2008 totaled approximately \$1,737,000 which will be paid as work progresses. In addition, the City has entered into contracts totaling approximately \$487,000 with unpaid balances totaling \$81,000 that are 100% paid by Polk County.

#### (14) INTERFUND TRANSFERS

The detail of interfund transfers for the year ended June 30, 2008 is as follows:

Transfer to	Transfer from	Amount
General Fund	Special Revenue Employee Benefits	\$ 331,167
Debt Service	Special Revenue: TIF	<u>1,519,009</u>

## CITY OF PLEASANT HILL

### Notes to Financial Statements - Continued

June 30, 2008

#### (14) INTERFUND TRANSFERS - CONTINUED

Transfer to	Transfer from	Amount
Capital Projects	General	\$ 138,000
	Special Revenue:	
	TIF	1,306,372
	Enterprise:	
	Sewer	<u>25,000</u>
		<u>1,469,372</u>
Internal Service	General	90,000
	Enterprise:	
	Water	25,000
	Sewer	<u>25,000</u>
		<u>140,000</u>
Total		<u><u>\$3,459,548</u></u>

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse the resources.

#### (15) POST-EMPLOYMENT BENEFITS

All full-time employees who retire or become disabled are offered the following post-employment benefit options:

Health insurance - The option of continuing with the City's health insurance plan at the individual's own cost.

Life insurance - The option of converting the employee's City-paid policy from term insurance to whole life insurance at the individual's expense with the City's life insurance carrier.

Long-term disability - The option of converting the employee's City-paid group policy to a personal policy at the individual's expense with the City's long-term disability insurance carrier.

Health insurance bank - Employees may elect to set aside accrued leave for the purpose of health insurance premiums upon retirement.

## **CITY OF PLEASANT HILL**

### **Notes to Financial Statements - Continued**

June 30, 2008

#### **(15) POST-EMPLOYMENT BENEFITS - CONTINUED**

The above options, while at the individual's own expense, are included within the City's overall insurance package. Therefore, a portion of the above coverage is being subsidized by the City and its current employees. However, the City cannot reasonably estimate the amount of this subsidy and it is being expenses as incurred by the City.

The City has entered into agreements with the City Manager and Police Chief which formally identifies the financial obligation of the City to them in the event of an involuntary employment termination. The severance agreement provides for a termination payment equal to six months of wages plus six months of medical insurance benefits. The compensation rate is based upon the compensation paid to the applicable employees at the time of termination.

### **Required Supplementary Information**

**CITY OF PLEASANT HILL**

Budgetary Comparison Schedule  
of Receipts, Disbursements, and Changes in Balances -  
Budget and Actual (Cash Basis) - All Governmental Funds and Proprietary Funds  
Required Supplementary Information

Year ended June 30, 2008

	Governmental Funds Actual	Proprietary Funds Actual	Less Funds not Required to be Budgeted	Total	Budgeted Amounts		Final to Actual Variance- Positive (Negative)
					Original	Final	
Receipts:							
Property tax	\$ 2,229,478	\$ -	\$ -	\$ 2,229,478	\$ 2,222,963	\$ 2,222,963	\$ 6,515
Tax increment financing collections	3,630,261	-	-	3,630,261	3,304,817	3,304,817	325,444
Other City tax	1,084,431	-	-	1,084,431	988,562	1,038,562	45,869
Licenses and permits	168,778	-	-	168,778	387,260	387,260	(218,482)
Uses of money and property	188,217	62,645	6,195	244,667	31,000	161,000	83,667
Intergovernmental	1,312,547	66,375	66,375	1,312,547	704,040	746,540	566,007
Charges for service	322,878	1,649,159	-	1,972,037	2,027,733	2,034,733	(62,696)
Special assessments	9,691	-	-	9,691	-	-	9,691
Miscellaneous	550,704	53,003	38,592	565,115	8,041,700	8,054,200	(7,489,085)
Total receipts	<u>9,496,985</u>	<u>1,831,182</u>	<u>111,162</u>	<u>11,217,005</u>	<u>17,708,075</u>	<u>17,950,075</u>	<u>(6,733,070)</u>
Disbursements:							
Public safety	1,745,604	246,916	246,916	1,745,604	1,572,675	1,747,675	2,071
Public works	761,155	83,413	83,413	761,155	726,540	786,540	25,385
Health and social services	-	-	-	-	8,500	8,500	8,500
Culture and recreation	557,622	-	-	557,622	713,672	713,672	156,050
Community and economic development	781,384	-	-	781,384	857,235	857,235	75,851
General government	1,017,405	-	-	1,017,405	847,949	1,053,449	36,044
Debt service	2,172,135	-	-	2,172,135	2,271,809	2,271,809	99,674
Capital projects	4,463,079	-	-	4,463,079	14,315,933	14,315,933	9,852,854
Business-type activities	-	1,457,969	-	1,457,969	1,642,652	1,642,652	184,683
Total disbursements	<u>11,498,384</u>	<u>1,788,298</u>	<u>330,329</u>	<u>12,956,353</u>	<u>22,956,965</u>	<u>23,397,465</u>	<u>10,441,112</u>
Excess (deficiency) of receipts over (under) disbursements	(2,001,399)	42,884	(219,167)	(1,739,348)	(5,248,890)	(5,447,390)	3,708,042
Other financing sources (uses), net	<u>2,435,000</u>	<u>65,000</u>	<u>140,000</u>	<u>2,360,000</u>	<u>7,000,000</u>	<u>7,198,500</u>	<u>(4,838,500)</u>
Excess (deficiency) of receipts over (under) disbursements and other financing uses	433,601	107,884	(79,167)	620,652	1,751,110	1,751,110	(1,130,458)
Balances beginning of year	<u>4,553,773</u>	<u>1,414,458</u>	<u>322,122</u>	<u>5,646,109</u>	<u>5,622,145</u>	<u>5,622,145</u>	<u>23,964</u>
Balances end of year	<u>\$ 4,987,374</u>	<u>\$ 1,522,342</u>	<u>\$ 242,955</u>	<u>\$ 6,266,761</u>	<u>\$ 7,373,255</u>	<u>\$ 7,373,255</u>	<u>\$(1,106,494)</u>

See accompanying independent auditor's notes.

## **CITY OF PLEASANT HILL**

### **Required Supplemental Information**

#### **Notes To Required Supplementary Information - Budgetary Reporting**

June 30, 2008

The budgetary comparison is presented as Required Supplementary Information in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds except internal service funds and fiduciary funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund or fund type. These nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects and business-type activities. Function disbursements required to be budgeted include disbursements for the general fund, special revenue funds, debt service fund, capital project funds, the permanent fund and proprietary funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, one budget amendment increased budgeted disbursements by \$440,500. This budget amendment is reflected in the final budgeted amounts.



## **Other Supplementary Information**

CITY OF PLEASANT HILL

Schedule of Cash Receipts, Disbursements  
and Changes in Cash Balances  
Nonmajor Governmental Funds

As of and for the year ended June 30, 2008

	Special Revenue							Permanent	
	Road Use Tax	Drug Enforcement Agency	Employee Benefit Tax	Avenue of Flags	Park and Recreation Complex	Library	Memorial	Cemetary Perpetual Care	Total
Receipts:									
Property tax	\$ -	\$ -	\$220,356	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,356
Other City tax	-	-	102,674	-	-	-	-	-	102,674
Use of money and property	5,189	1,044	3,623	57	1,856	1,068	31	2,123	14,991
Intergovernmental	596,368	-	-	-	-	-	-	-	596,368
Total receipts	601,557	1,044	326,653	57	1,856	1,068	31	2,123	934,389
Disbursements:									
Operating:									
Public works	632,294	-	-	-	-	-	-	-	632,294
Total disbursements	632,294	-	-	-	-	-	-	-	632,294
Excess (deficiency) of receipts over (under) disbursements	(30,737)	1,044	326,653	57	1,856	1,068	31	2,123	302,095
Operation financing sources (uses):									
Operating transfers out	-	-	(331,167)	-	-	-	-	-	(331,167)
Total other financing sources (uses)	-	-	(331,167)	-	-	-	-	-	(331,167)
Net change in cash balances	(30,737)	1,044	(4,514)	57	1,856	1,068	31	2,123	(29,072)
Cash balances beginning of year	212,817	23,215	4,825	2,150	41,007	36,616	1,207	50,264	372,101
Cash balances end of year	\$ 182,080	\$ 24,259	\$ 311	\$ 2,207	\$ 42,863	\$ 37,684	\$ 1,238	\$ 52,387	\$ 343,029
Cash Basis Fund Balances									
Unreserved:									
Special revenue funds	\$ 182,080	\$ 24,259	\$ 311	\$ 2,207	\$ 42,863	\$ 37,684	\$ 1,238	\$ -	\$ 290,643
Permanent fund	-	-	-	-	-	-	-	52,387	52,386
Total cash basis fund balances	\$ 182,080	\$ 24,259	\$ 311	\$ 2,207	\$ 42,863	\$ 37,684	\$ 1,238	\$ 52,387	\$ 343,029

See accompanying independent auditor’s notes.

CITY OF PLEASANT HILL

Schedule of Indebtedness

Year ended June 30, 2008

Obligation	Date of Issue	Interest Rates	Amount Originally Issued	Balance Beginning of Year	Issued During Year	Redeemed During Year	Balance End of Year	Interest Paid
General Obligation Bonds:								
Corporate Purpose	Jul 1, 1998	4.80%	\$ 500,000	\$ 120,000	\$ -	\$ 60,000	\$ 60,000	\$ 5,700
Refunding Notes Series 1998	Nov 1, 1998	4.20 - 4.45%	2,355,000	1,225,000	-	185,000	1,040,000	52,665
Corporate Purpose	Aug 1, 1999	4.90 - 5.00%	335,000	115,000	-	35,000	80,000	5,658
Fire Equipment Notes	May 1, 2000	5.35 - 5.80%	870,000	600,000	-	55,000	545,000	33,507
Corporate Purpose	Sep 1, 2000	5.35 - 5.50%	400,000	185,000	-	45,000	140,000	9,973
Corporate Purpose	Jul 1, 2001	4.60%	370,000	105,000	-	55,000	50,000	4,775
Corporate Purpose and Refunding	Mar 1, 2003	2.85 - 3.60%	1,335,000	520,000	-	80,000	440,000	16,495
Urban Renewal Corporate Purpose	May 1, 2003	2.95 - 3.45%	4,655,000	2,940,000	-	445,000	2,495,000	93,612
Urban Renewal	Apr 15, 2004	2.85 - 3.80%	2,000,000	1,695,000	-	115,000	1,580,000	55,788
Urban Renewal Corporate Purpose	Jun 27, 2006	3.75 - 3.95%	1,700,000	1,700,000	-	120,000	1,580,000	65,367
Urban Renewal Corporate Purpose	Nov 1, 2007	3.50 - 3.70%	2,500,000	-	2,500,000	420,000	2,080,000	52,458
				<u>\$ 9,205,000</u>	<u>\$ 2,500,000</u>	<u>\$ 1,615,000</u>	<u>\$ 10,090,000</u>	<u>\$ 395,998</u>
General Obligation Note:								
Fire Truck Equipment Note	May 22, 2007	3.90%	\$ 151,000	<u>\$ 151,000</u>	<u>\$ -</u>	<u>\$ 151,000</u>	<u>\$ -</u>	<u>\$ 6,037</u>

See accompanying independent auditor’s report.

CITY OF PLEASANT HILL

Bond Maturities

June 30, 2008

	General Obligation Bonds													
	Corporate Purpose Notes Issued July 1, 1998		Refunding Notes Series 1998 Issued November 1, 1998		Corporate Purpose Notes Issued August 1, 1999		Fire Equipment Notes Issued May 1, 2000		Corporate Purpose and Refunding Bonds Series 2003 A Issued March 1, 2003		Urban Renewal Corporate Purpose Bonds Series 2003B Issued May 1, 2003		Corporate Purpose Notes Issued September 1, 2000	
Year Ending June 30,	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount
2009	4.80%	\$ 60,000	4.20%	\$ 190,000	4.90%	\$ 40,000	5.35%	\$ 55,000	2.85%	\$ 80,000	2.950%	\$ 460,000	5.35%	\$ 45,000
2010	-	-	4.25	200,000	5.00	40,000	5.40	60,000	3.10	85,000	3.125	480,000	5.40	45,000
2011	-	-	4.30	205,000	-	-	5.50	60,000	3.30	90,000	3.250	495,000	5.50	50,000
2012	-	-	4.40	220,000	-	-	5.60	65,000	3.50	90,000	3.350	520,000	-	-
2013	-	-	4.45	225,000	-	-	5.65	70,000	3.60	95,000	3.450	540,000	-	-
2014	-	-	-	-	-	-	5.70	75,000	-	-	-	-	-	-
2015	-	-	-	-	-	-	5.75	80,000	-	-	-	-	-	-
2016	-	-	-	-	-	-	5.80	80,000	-	-	-	-	-	-
2017	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2019	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		<u>\$ 60,000</u>		<u>\$1,040,000</u>		<u>\$ 80,000</u>		<u>\$ 545,000</u>		<u>\$ 440,000</u>		<u>\$ 2,495,000</u>		<u>\$ 140,000</u>

See accompanying independent auditor’s report.

CITY OF PLEASANT HILL

Bond Maturities - Continued

June 30, 2008

Year Ending June 30,	General Obligation Bonds								
	Corporate Purpose		Urban Renewal		Urban Renewal		Urban Renewal		Total
	Notes		Municipal Building Bond		Corporate Purpose		Corporate Purpose		
	Issued July 1, 2001		Issued April 15, 2004		Issued June 27, 2006		Issued November 1, 2007		
Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount		
2009	4.60%	\$ 50,000	2.85%	\$ 115,000	3.75%	\$ 130,000	3.50%	\$ 310,000	\$ 1,535,000
2010	-	-	2.90	120,000	3.75	135,000	3.60	325,000	1,490,000
2011	-	-	2.95	125,000	3.80	310,000	3.60	340,000	1,675,000
2012	-	-	2.95	130,000	3.85	320,000	3.625	350,000	1,695,000
2013	-	-	3.15	135,000	3.90	335,000	3.65	370,000	1,770,000
2014	-	-	3.30	140,000	3.95	350,000	3.70	385,000	950,000
2015	-	-	3.40	150,000	-	-	-	-	230,000
2016	-	-	3.50	155,000	-	-	-	-	235,000
2017	-	-	3.60	160,000	-	-	-	-	160,000
2018	-	-	3.70	170,000	-	-	-	-	170,000
2019	-	-	3.80	180,000	-	-	-	-	180,000
Total		\$ 50,000		\$ 1,580,000		\$ 1,580,000		\$ 2,080,000	\$10,090,000

See accompanying independent auditor’s report.

## CITY OF PLEASANT HILL

Schedule of Receipts by Source and Disbursements by Function -  
All Governmental Fund Types

For the Years Ended

	June 30,			
	2008	2007	2006	2005
Receipts:				
Property and other city tax	\$ 3,313,909	\$ 3,207,163	\$ 2,915,275	\$ 2,807,629
Tax increment financing collections	3,630,261	2,959,637	2,296,189	1,845,602
Licenses and permits	168,778	265,340	341,383	235,625
Use of money and property	188,217	154,136	77,277	65,189
Intergovernmental	1,312,547	1,127,217	706,175	618,100
Charges for services	322,878	322,187	230,690	161,467
Special assessments	9,691	3,811	38,875	19,288
Miscellaneous	550,704	1,196,675	908,321	201,290
Total	<u>\$ 9,496,985</u>	<u>\$ 9,236,166</u>	<u>\$ 7,514,185</u>	<u>\$ 5,954,190</u>
Disbursements:				
Operating:				
Public safety	\$ 1,745,604	\$ 1,419,971	\$ 1,249,879	\$ 1,137,652
Public works	761,155	827,456	741,330	622,069
Health and social services	-	6,461	7,500	3,613
Culture and recreation	557,622	585,022	547,991	515,139
Community and economic development	781,384	698,486	629,212	187,838
General government	1,017,405	576,011	519,819	374,468
Debt service	2,172,135	1,568,262	1,536,385	2,043,696
Capital projects	4,463,079	2,701,869	3,050,600	5,124,447
Total	<u>\$11,498,384</u>	<u>\$ 8,383,538</u>	<u>\$ 8,282,716</u>	<u>\$10,008,922</u>

See accompanying independent auditor's report.



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## **INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and  
Members of the City Council:

We have audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Pleasant Hill, Iowa as of and for the year ended June 30, 2008, which collectively comprise the City's basic financial statements listed in the table of contents and have issued our report thereon dated October 10, 2008. Our report expressed an unqualified opinion on the financial statements which were prepared in conformity with an other comprehensive basis of accounting. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the City of Pleasant Hill's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of the City of Pleasant Hill's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Pleasant Hill's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies and other deficiencies we consider to be material weaknesses.

A control deficiency exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the City of Pleasant Hill's ability to initiate, authorize, record, process, or report financial data reliably in accordance with an other comprehensive basis of accounting such that there is more than a remote likelihood a misstatement of the City of Pleasant Hill's financial statements that is more than inconsequential will not be prevented or detected by the City of Pleasant Hill's internal control. We consider the deficiencies in internal control described in Part II of the accompanying Schedule of Findings to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood a material misstatement of the financial statements will not be prevented or detected by the City of Pleasant Hill's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiencies described above, we believe items II-A-08 and II-B-08 are material weaknesses.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Pleasant Hill's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards*.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2008 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

The City of Pleasant Hill's responses to findings identified in our audit are described in the accompanying Schedule of Findings. While we have expressed our conclusions on the City's responses, we did not audit the City of Pleasant Hill's responses, and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the officials, employees and citizens of the City of Pleasant Hill and other parties to whom the City of Pleasant Hill may report, including federal awarding agencies and pass-through entities. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the City of Pleasant Hill during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

*Martens & Company, CPA, LLP*

West Des Moines, Iowa  
October 10, 2008



## CITY OF PLEASANT HILL

### Schedule of Findings

Year ended June 30, 2008

#### **Part II: Findings Related to the Financial Statements:**

##### **INSTANCES OF NON-COMPLIANCE:**

No matters were reported.

##### **SIGNIFICANT DEFICIENCY:**

II-A-08     Segregation of Duties - One important aspect of internal accounting control is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. We noted that certain functions are not entirely segregated.

Recommendation - We realize that with a limited number of office employees, segregation of duties is difficult. However, the City should continue to monitor its control procedures to obtain the maximum internal control possible under the circumstances.

Response - We will monitor the procedures as suggested.

Conclusion - Response accepted.

II-B-08     Preparation of Financial Statements - The City does not have an internal control system designed to provide for the preparation of the financial statements being audited. As auditors, we were requested to draft the financial statements and accompanying notes to the financial statements.

Recommendation - We realize that obtaining the expertise necessary to prepare the financial statements, including all necessary disclosures, can be considered costly and ineffective. However, the City's management and those charged with governance should decide whether to accept the degree of risk associated with this condition because of cost of other considerations.

Response - We are aware of the situation and will continually review the risks associated with this condition because of cost or other considerations.

Conclusion - Response accepted.

II-C-08     Financial Reporting - During the audit, we identified transfers from TIF funds to debt service funds for the payment of debt obligations that were scheduled to be made twice during the year based on debt obligations due. However, the second transfer inadvertently also included the amounts for the first transfer, therefore causing the first transfer to be duplicated and causing the debt service funds to be overstated and the TIF funds to be understated as originally reported on the City's financial records.

**CITY OF PLEASANT HILL**

Schedule of Findings

Year ended June 30, 2008

**Part II: Findings Related to the Financial Statements - Continued:**

Recommendation - We recommend that procedures be put into place to insure that the transfers for TIF obligations be reviewed and reconciled to the debt actually paid with the TIF funds before the transfer is completed.

Response - The correction to the City's records for the duplication was made subsequent to year end and the City's books no longer reflect the duplication. Transfers for TIF debt will be reconciled to the debt schedules each year.

Conclusion - Response accepted.

## CITY OF PLEASANT HILL

### Schedule of Findings

Year ended June 30, 2008

#### **Part III: Other Findings Related to Required Statutory Reporting:**

- III-A-08 Certified Budget - Disbursements during the year ended June 30, 2008 did not exceed the amounts budgeted.
- III-B-08 Questionable Disbursements - No disbursements that may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979 were noted.
- III-C-08 Travel Expense - No disbursements of City money for travel expenses of spouses of City officials or employees were noted.
- III-D-08 Business Transactions - Business transactions between the City and City officials or employees are detailed as follows:

<u>Name, Title, and Business Connection</u>	<u>Transaction Description</u>	<u>Amount</u>
Shaun Rivas, Relative of Council member		
Shaun Rivas Communications	Phone system maintenance	\$ 1,765
Bill Lack, Council member, Owner, Lack's Body & Paint Center	Vehicle repair	\$ 661

In accordance with Chapter 362.5(10) of the Code of Iowa, the transaction with the council member did not appear to represent a conflict of interest since the total transactions while he was a council member were less than \$1,500 during the fiscal year.

The transaction with Shaun Rivas does not appear to represent a conflict of interest since it was approved by the City Council. As of January, 2008, Joe Rivas no longer served as a council member.

- III-E-08 Bond Coverage - Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to insure that coverage is adequate for current operations.
- III-F-08 Council Minutes - No transactions were found that we believe should have been approved in the Council minutes but were not.
- III-G-08 Deposits and Investments - We noted no instances of non-compliance with the deposit and investment provisions of Chapter 12B and 12C of the Code of Iowa and the City's investment policy.

**CITY OF PLEASANT HILL**

Schedule of Findings

Year ended June 30, 2008

**Part III: Other Findings Related to Required Statutory Reporting:**

III-H-08    Revenue Notes - The City has complied with the urban renewal tax increment financing refunding bond requirements for the year ended June 30, 2008.